Sample Pickleball Referee Request

Dear Pickleball Referees,

You know how important your role as trained referees is and we very much appreciate your ongoing volunteer service to the pickleball community.

The USAPA has once again recognized the quality of the xxx event with a Tier 3 Sanctioning. The level of competition is again outstanding as you can see from the attached PLAYER LIST and the BRACKET LIST.

We are fortunate to once again be at the xxx (venue) for all three days which enables the 115 registered team/individuals to compete within a reasonable schedule for players, referees, and volunteers.

Here is the schedule with both locations active on all three days.

**Mixed Doubles – Monday, January XX, 20XX**
(Venue)
Check in 7:00 a.m. Ages 60-64
Check in 9:00 a.m. Ages 50-54
Check in 12:00 p.m. Ages 55-59
Check in 7:00 a.m. Ages 65-69 & 70-74
Check in 11:00 a.m. Ages 75-85

**Singles – Tuesday, January XX, 20XX**
(Venue)
Check in 7:00 a.m. Ages 70+, 65-69, 60-64
Check in 10:00 a.m. Ages 50-59
Check in 10:00 a.m. 70+
Check in 7:00 a.m. Ages 55-59, 65-69 & 50-54
Check in 9:00 am Ages 60-64

**Men’s Doubles, Women’s Doubles – Wednesday, January XX, 20XX**
(Venue)
All Check in 7:00 a.m.
Check in 8:00 a.m. 65+
Check in 7:00 a.m. 50-55 & 60-64
Check in 11:00 a.m. 55-59

If you are playing in the (event), please use the above timelines to create your personal playing schedule and consider refereeing when you are not scheduled to play.

For example, I am scheduled to play Monday at (venue 1) and Tuesday and Wednesday at (venue 2) all on the early shift, so I can referee at those respective locations once I am done playing. Some of you may be playing later and could help us out before you are scheduled to play.

If you are not playing in the (event) this time, please consider volunteering for the early shifts where the need is the greatest.
The early shift is 7:30am – 11:30am and the later shift is 11:00am – 3:00pm.

Please let me know the days and locations that work best for you as well as the early or later shift.

Please respond ASAP so they we can finalize the schedule for the (event) and, once again, host an outstanding event for all involved.

Thanks you,

(Tournament Director)
(phone)
(email)